

Date: 5/29/09
To: Select Board
From: Stephanie O'Keeffe
RE: Summer Meetings and Agendas

On the back of this sheet is a calendar with proposed meeting dates for July and August. (This is the same calendar provided in the last packet. I believe the dates reflect maximum SB member availability, but if I'm mistaken, we can deal with that at the meeting.)

My proposal is that we meet only twice in July and August. First of all, it's summer, and it would be nice to have a little time off. Secondly, I think that by having more time between meetings, it may allow us to get more done.

I think it would be helpful if we could all think about what we'd like to accomplish during that time, with a focus on each (or pairs) of us doing the homework and legwork on topics, and bringing proposals to the full Board. I intend to focus on the FY09 Town Manager evaluation and goal setting for FY10, and to begin consideration of a Select Board handbook. Some other ideas that have been mentioned for summer or future consideration include:

- the many policy issues and details related to committees
- a process for establishing Select Board priorities related to capital spending and CPA funds
- exploration of options for aligning with other Western Mass. Communities to advocate to the State legislature on regional concerns;
- a possible role for the Select Board in a revised personnel grievance procedure

There may be others. I hope we can all be prepared to suggest or consider what we think our work should look like over the next few months.

JULY						
sun	mon	tues	wed	thur	fri	sat
	proposed SB mtg *June 29*		1	2	3	4
5	6	7	proposed SB mtg 8	9	10	11
12	Larry out 13	14	15	16	17	18
19	20	21	22	23	24	25
26	proposed SB mtg 27	28	29	30	31	
AUGUST						
sun	mon	tues	wed	thur	fri	sat
						1
2	3	4	5	6	7	8
9	proposed SB mtg 10	11	12	13	14	15
16	17	18	19	20	21	22
23	proposed SB mtg 24	25	26	27	28	29
30	??? 31					Labor Day is 9/7